

**CONFIDENTIAL**

23 February 1950

MEMORANDUM FOR: CHIEF INSTRUCTOR, SOC  
CHIEF INSTRUCTOR, OG  
CHIEF INSTRUCTOR, ACC

SUBJECT: Lecture Outlines

1. In order to enable all Chief Instructors to properly coordinate the content materials covered in their respective courses, it is suggested that they request from the instructors responsible for specific topics the submission of detailed outlines for each topic at least two days prior to presentation.

2. These outlines should be submitted to the Chief Instructor in the original and two copies, the original to be reviewed by the Chief Instructor and returned to the instructor or to the lecturer, the two copies to be retained in the files of the Chief Instructor.

3. Colonel [ ] requests that these instructions be issued at once and that they become effective Monday, 27 February 1950.

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[ ]  
Chief, Staff Training Branch

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